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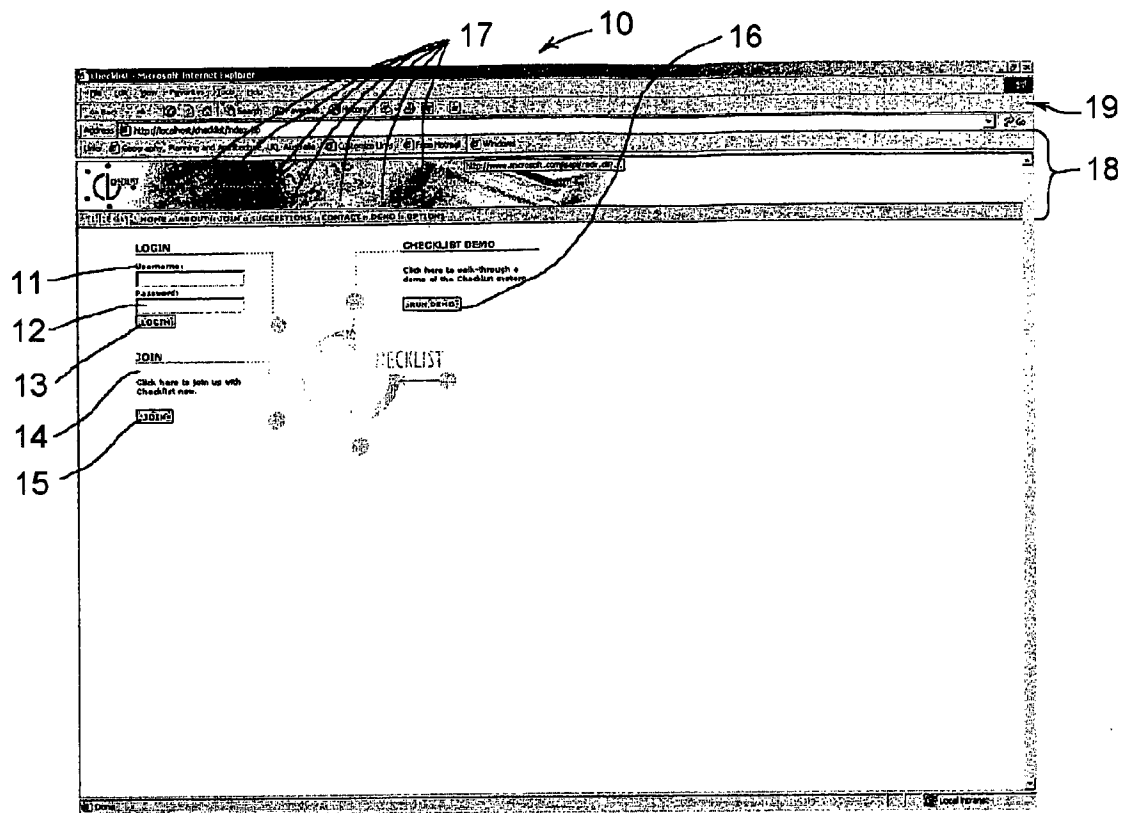


Fig. 1

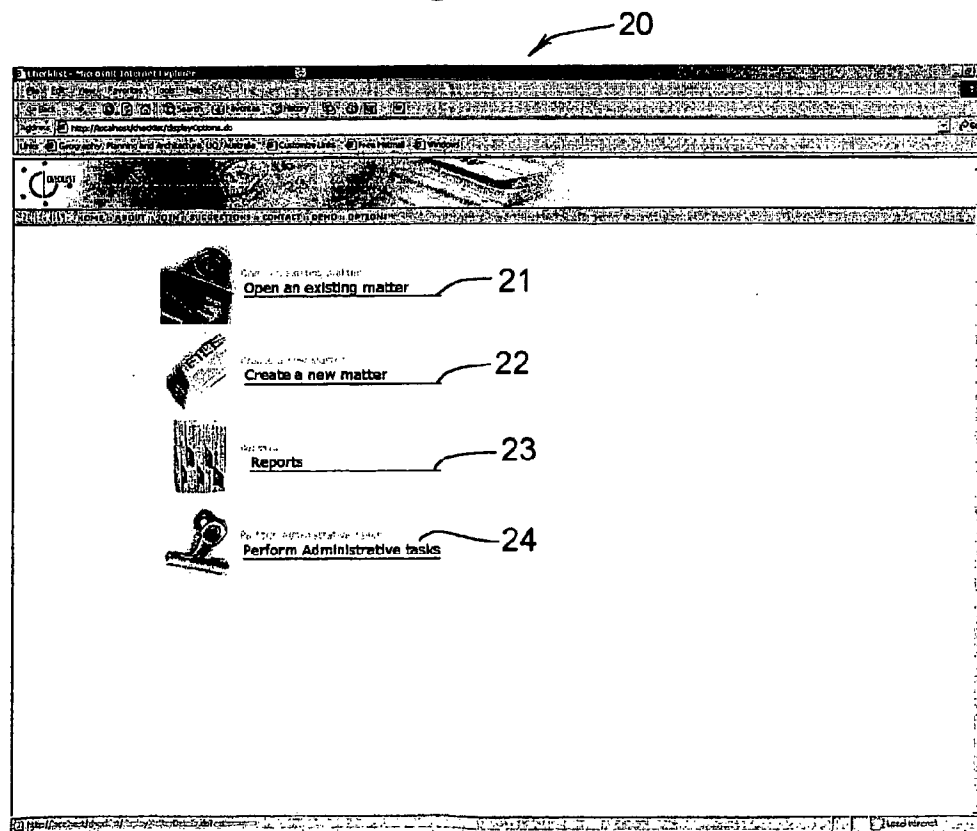


Fig. 2

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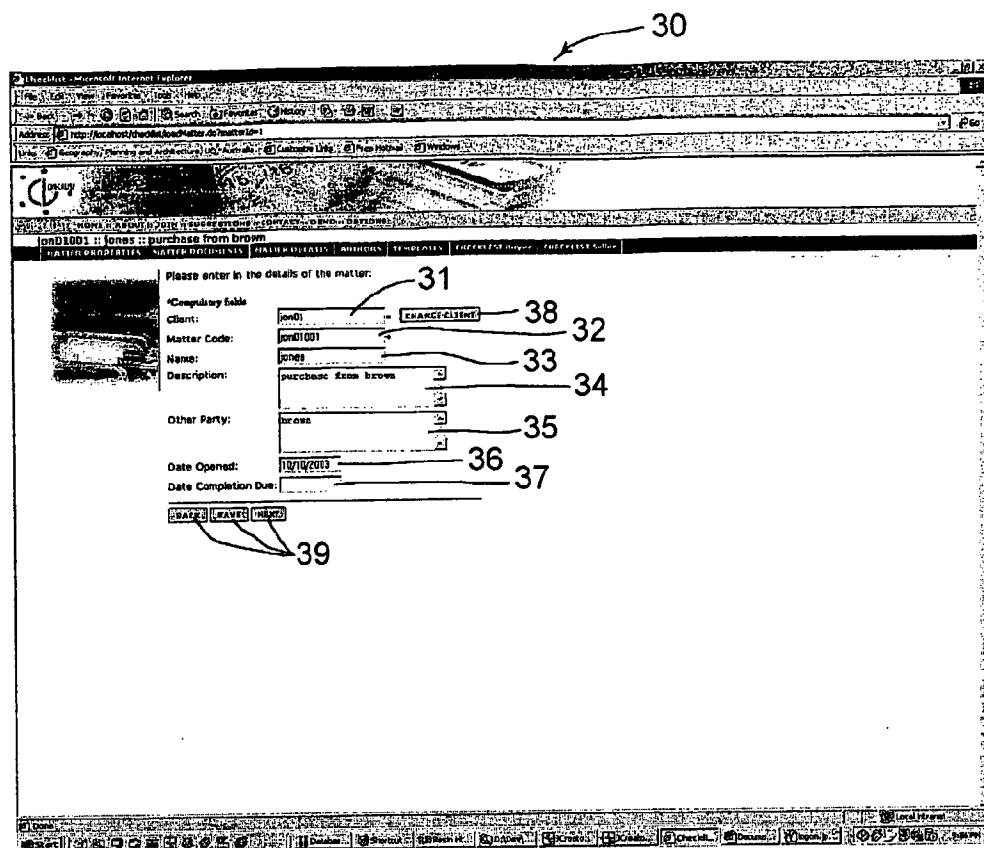


Fig. 3

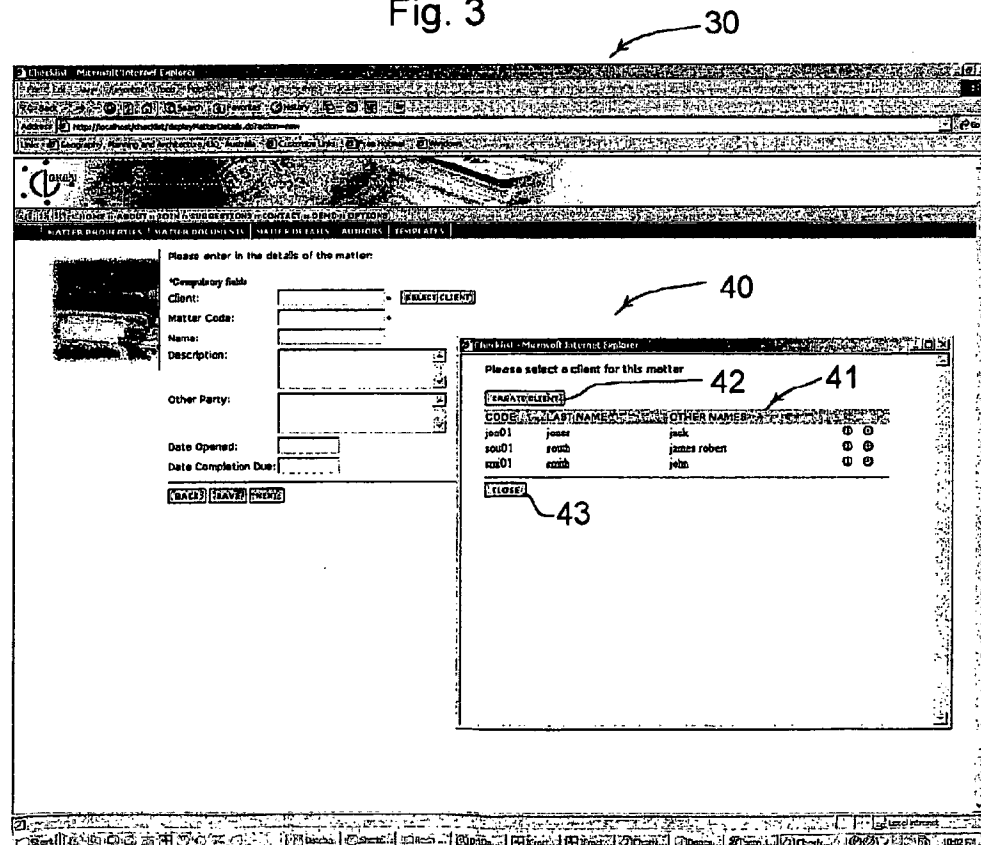


Fig. 4

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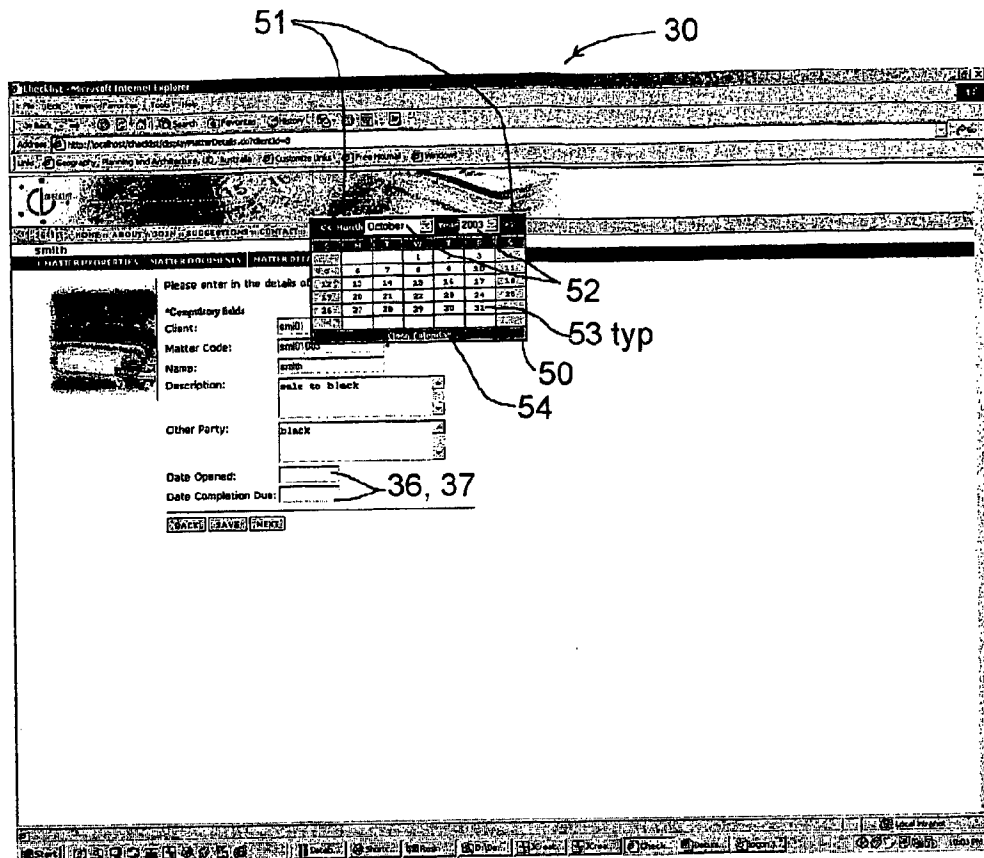


Fig. 5

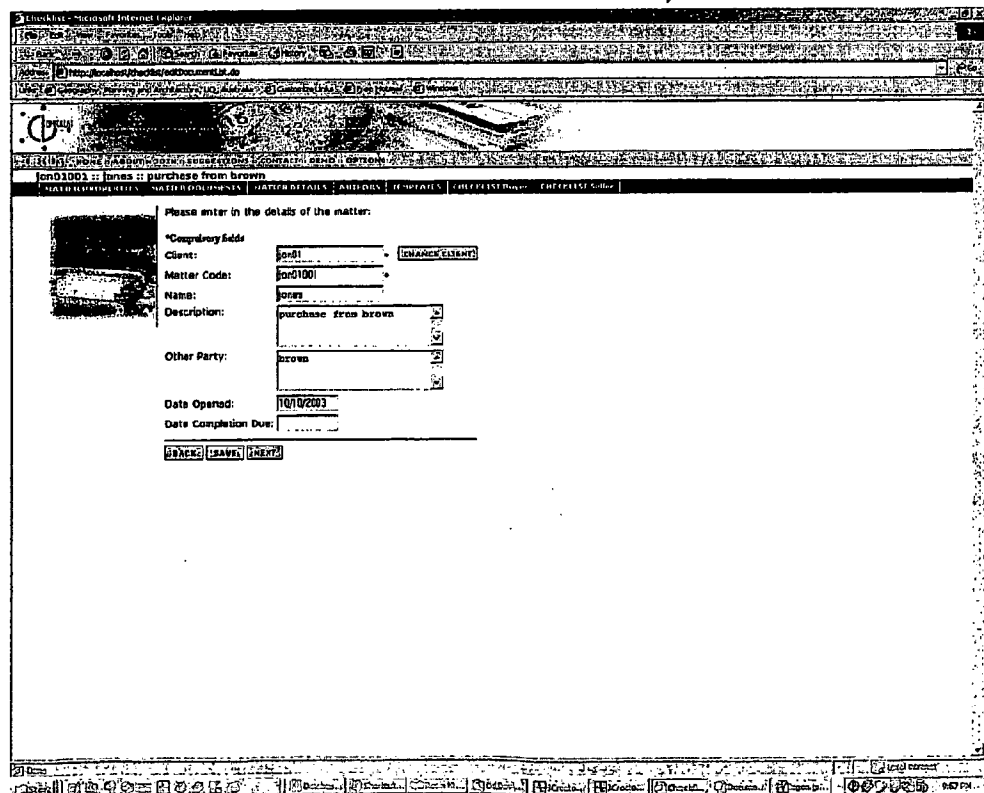


Fig. 6

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70

Checking - Microsoft Internet Explorer

http://localhost:8080/...

HOME ABOUT JOIN DESCRIPTION CONTACT SEND OPTIONS

Please select a client to view matters for

CLIENT CODE	CLIENT NAME
joe01	jones
sue01	smith
jane01	jones robert

BACK

Local intranet

Fig. 7

80

Checking - Microsoft Internet Explorer

http://localhost:8080/...

HOME ABOUT JOIN DESCRIPTION CONTACT SEND OPTIONS

Please select the matter to view for joe01

MATTER CODE	DESCRIPTION
joe01001	purchase from brown

BACK CREATE MATTER

Local intranet

Fig. 8

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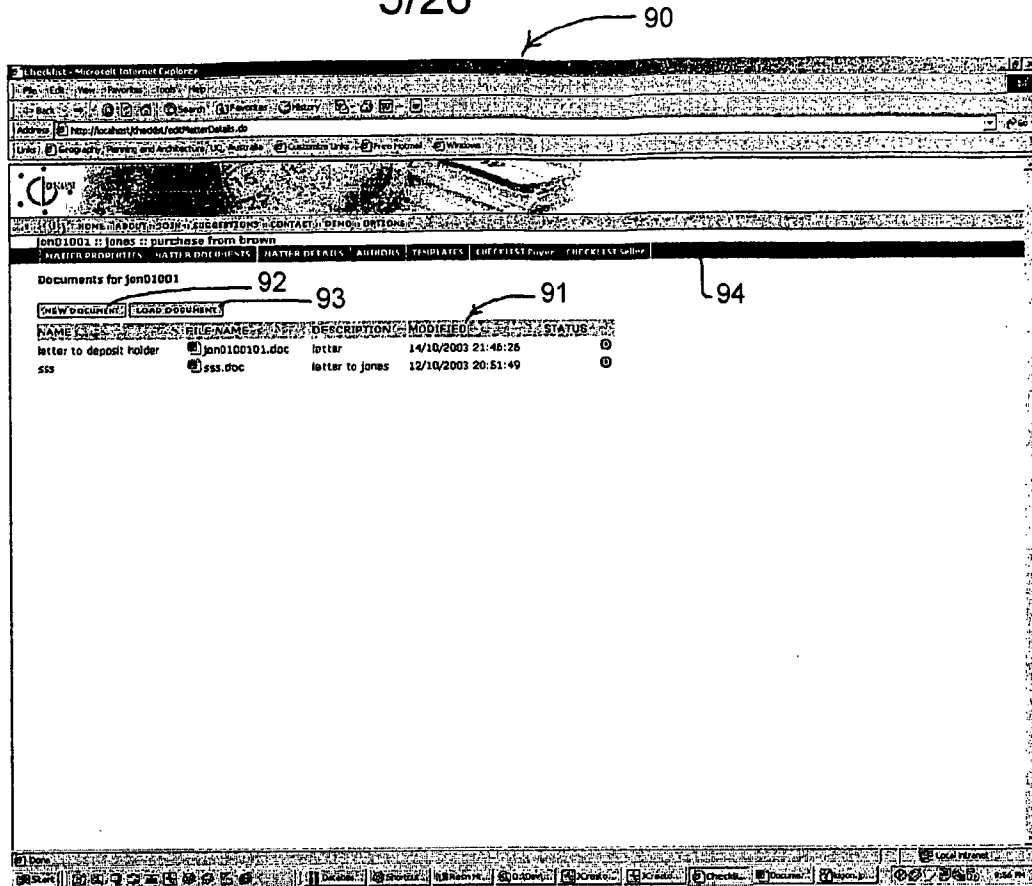


Fig. 9

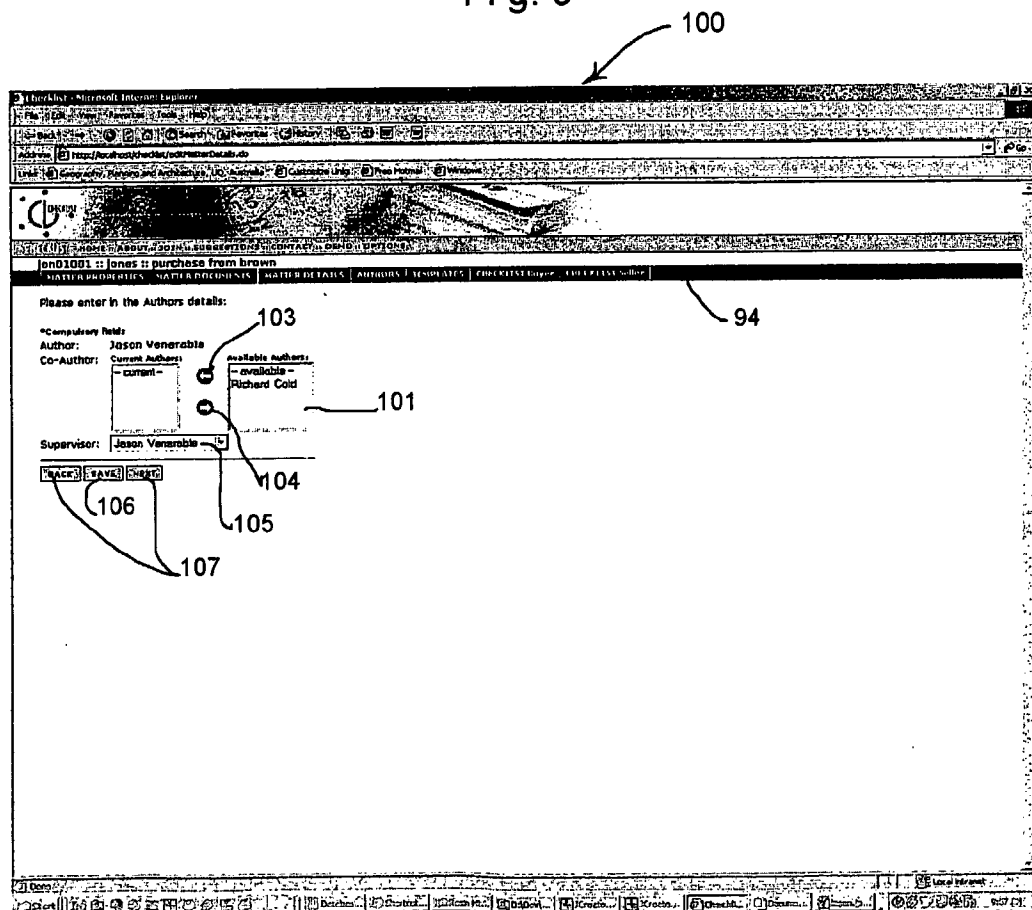


Fig. 10

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110

Checklist - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address http://localhost:8080/ChecklistWeb/MatterAuthors.do

User: [Security: Planning and Architecture, UQ, Australia] [Customize Link] [New Window] [Windows]

Home About Join Suggestion Contact Send Options

MATTER PROPERTIES | MATTER DOCUMENTS | MATTER DETAILS | AUTHORS | TEMPLATES | CHECKLISTS | CHECKLISTS SUBMIT

Please enter in the Authors details:

Compulsory fields

Author: Jason Venerable

Co-Author: Current Authors

Supervisor: Jason Venerable

Available Authors

Available

BACK SAVE RESET

103 108 101 104 105 106 107 94

Fig. 11

120

Checklist - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address http://localhost:8080/ChecklistWeb/MatterAuthors.do

User: [Security: Planning and Architecture, UQ, Australia] [Customize Link] [New Window] [Windows]

Home About Join Suggestion Contact Send Options

MATTER PROPERTIES | MATTER DOCUMENTS | MATTER DETAILS | AUTHORS | TEMPLATES | CHECKLISTS | CHECKLISTS SUBMIT

CHOOSE YOUR CHECKLIST

Topic: Topic: Topic: Topic: Template: 121 122 123 94

-- select topic -- -- select topic -- -- select topic -- -- select topic -- -- select template --

124

Chosen Templates for this matter:

Conveyance/depth 2/depth 3/CTS/Buyer

Conveyance/depth 2/depth 3/House-Residential/Seller

125

REMOVE 126

BACK SAVE RESET

Fig. 12

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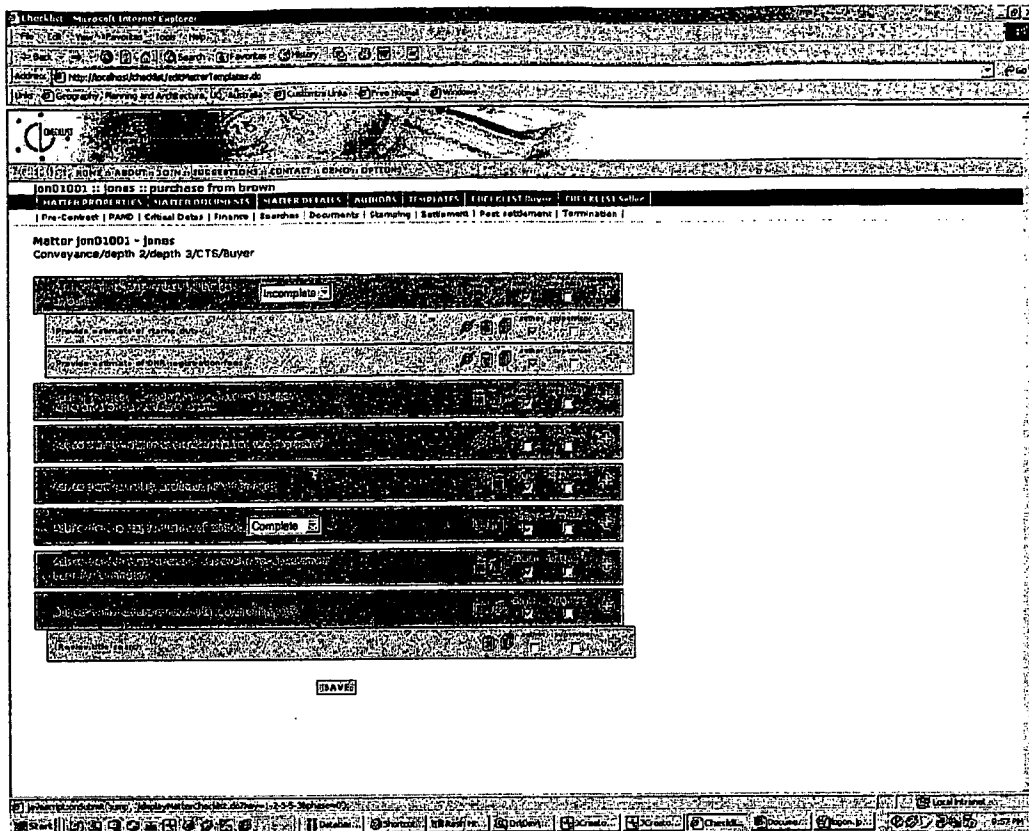


Fig. 13

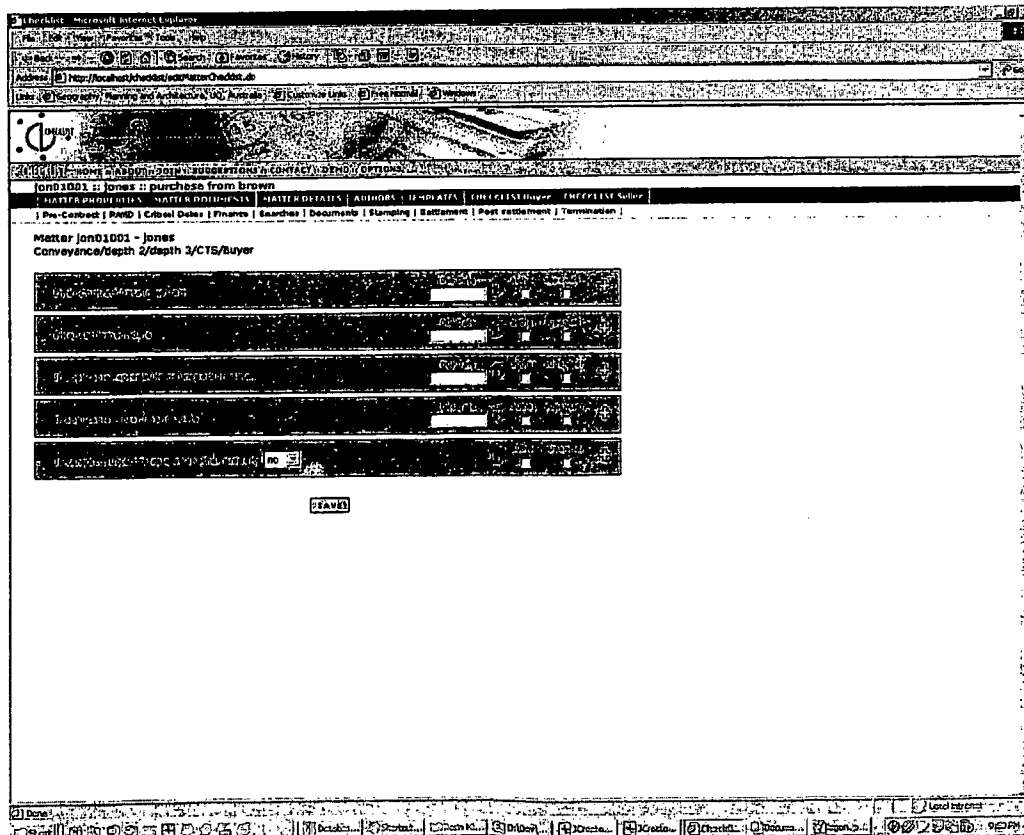


Fig. 14

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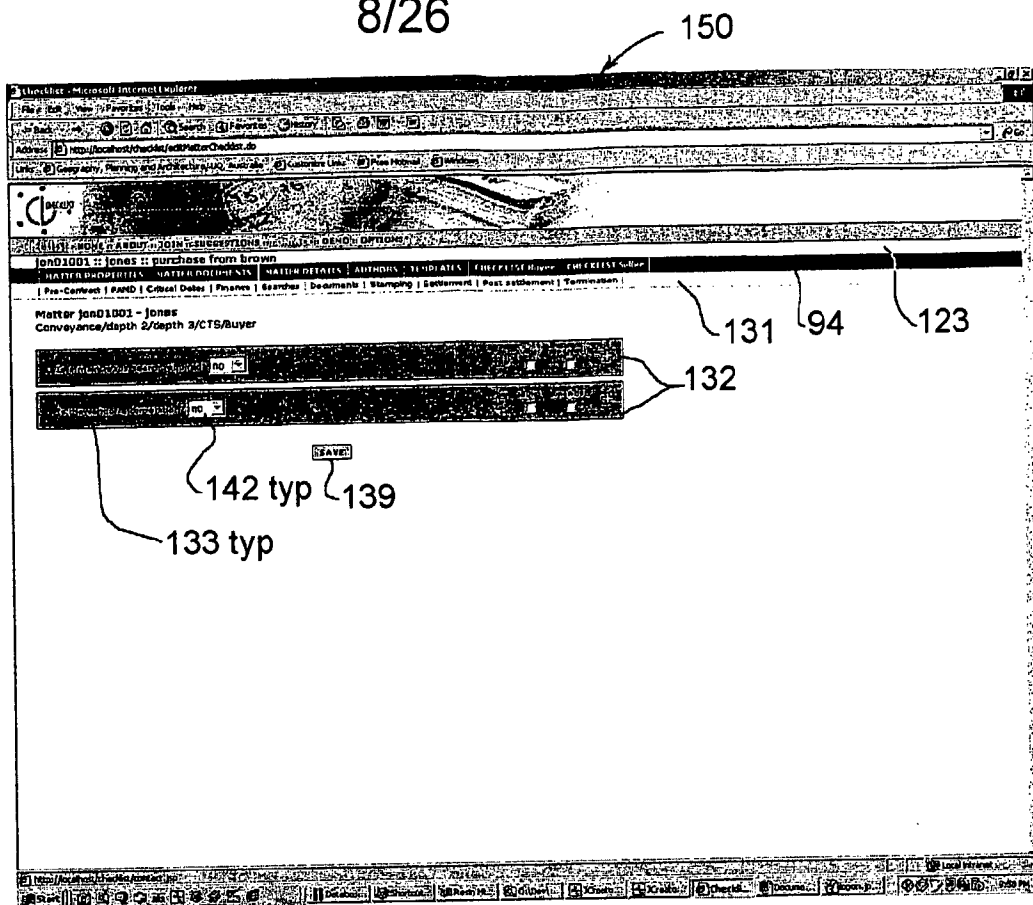


Fig. 15

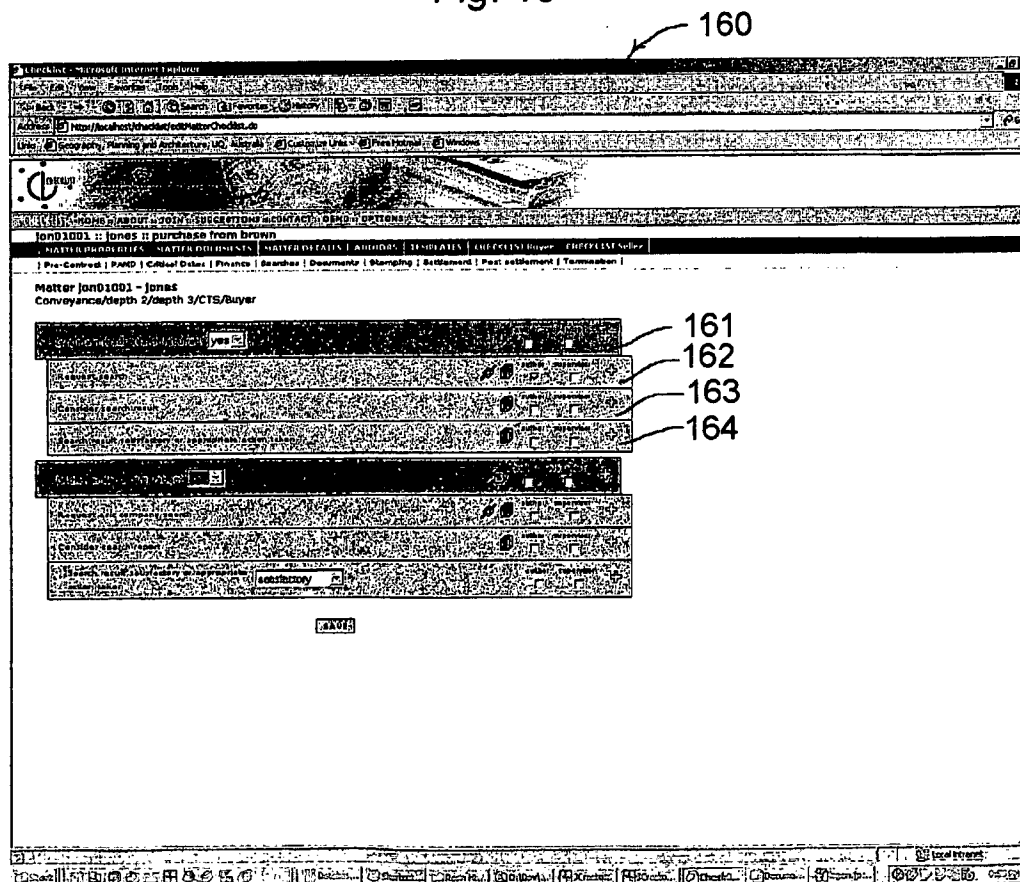


Fig. 16

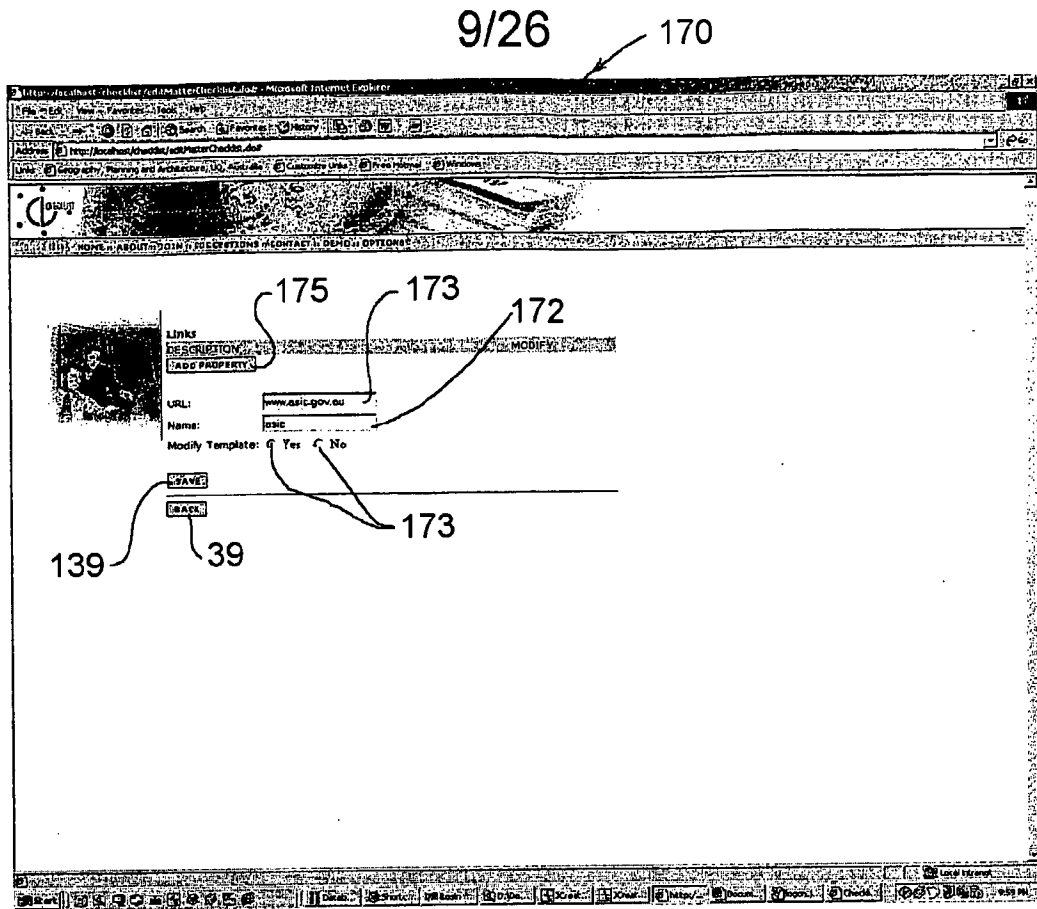


Fig. 17

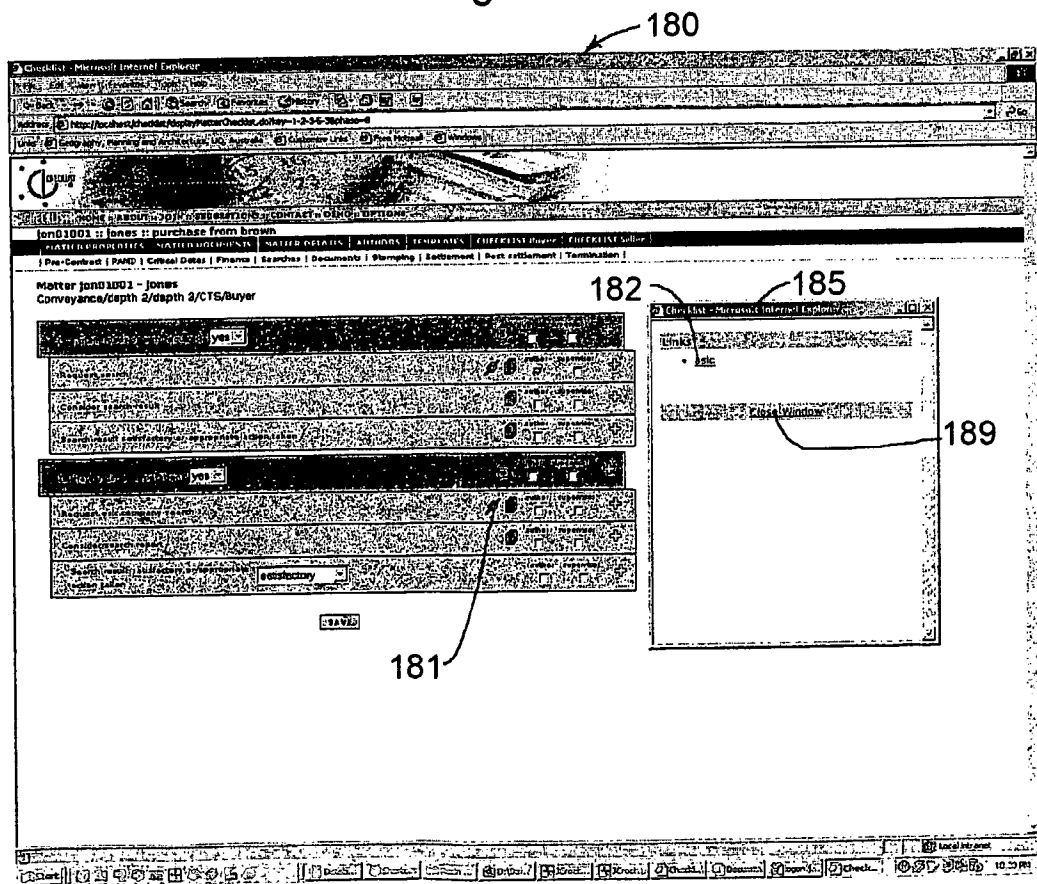


Fig. 18

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Checklist - Microsoft Internet Explorer

Address: http://localhost:8080/.../MatterChecker.do

Matter Details | Amendments | Templates | Checklist Progress | Checklist Status

Matter Jon01001 - Jones
Conveyance/Depth 2/Depth 3/CTS/Buyer

Matter Details | Amendments | Templates | Checklist Progress | Checklist Status

Pre-Contract | PMD | Critical Dates | Finance | Searches | Documents | Mortgage | Settlement | Post-settlement | Termination

Matter Details | Amendments | Templates | Checklist Progress | Checklist Status

Pre-Contract | PMD | Critical Dates | Finance | Searches | Documents | Mortgage | Settlement | Post-settlement | Termination

SAVE

Fig. 19

200

Checklist - Microsoft Internet Explorer

Address: http://localhost:8080/.../MatterChecker.do

Matter Details | Amendments | Templates | Checklist Progress | Checklist Status

Matter Jon01001 - Jones
Conveyance/Depth 2/Depth 3/CTS/Buyer

Matter Details | Amendments | Templates | Checklist Progress | Checklist Status

Pre-Contract | PMD | Critical Dates | Finance | Searches | Documents | Mortgage | Settlement | Post-settlement | Termination

Matter Details | Amendments | Templates | Checklist Progress | Checklist Status

Pre-Contract | PMD | Critical Dates | Finance | Searches | Documents | Mortgage | Settlement | Post-settlement | Termination

SAVE

Fig. 20

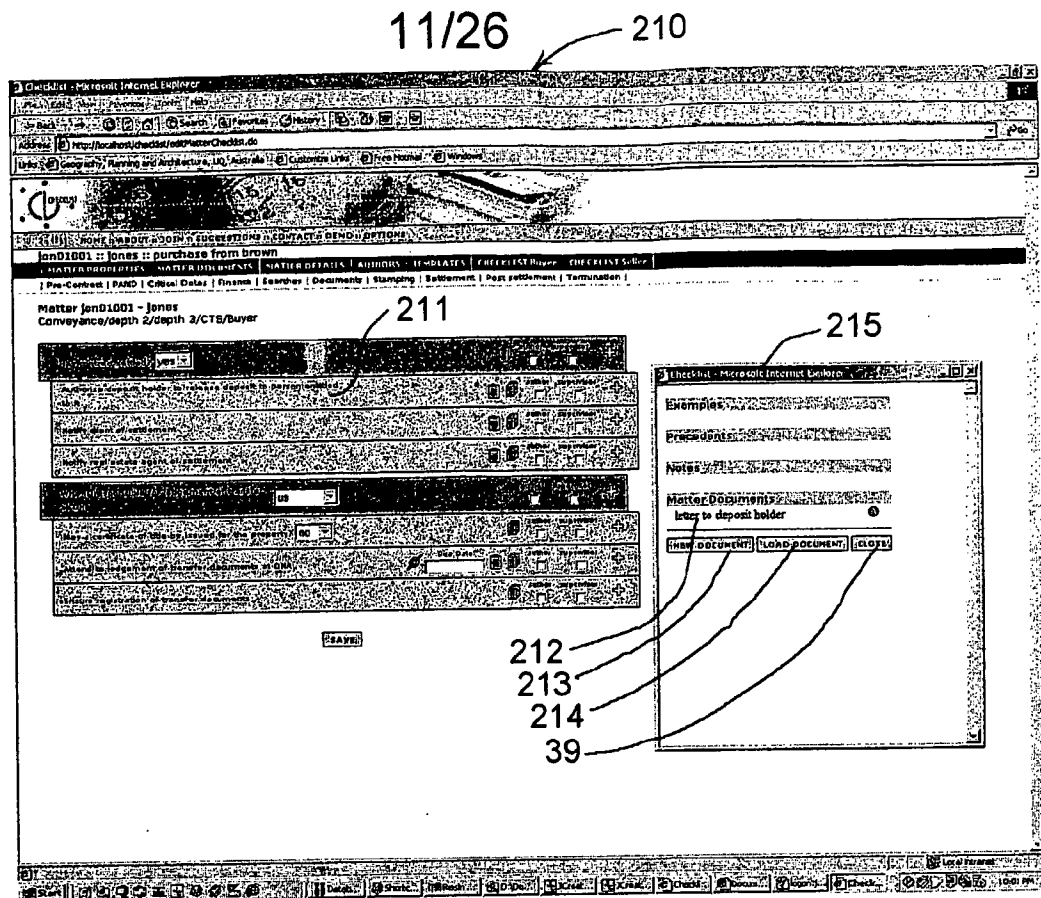


Fig. 21

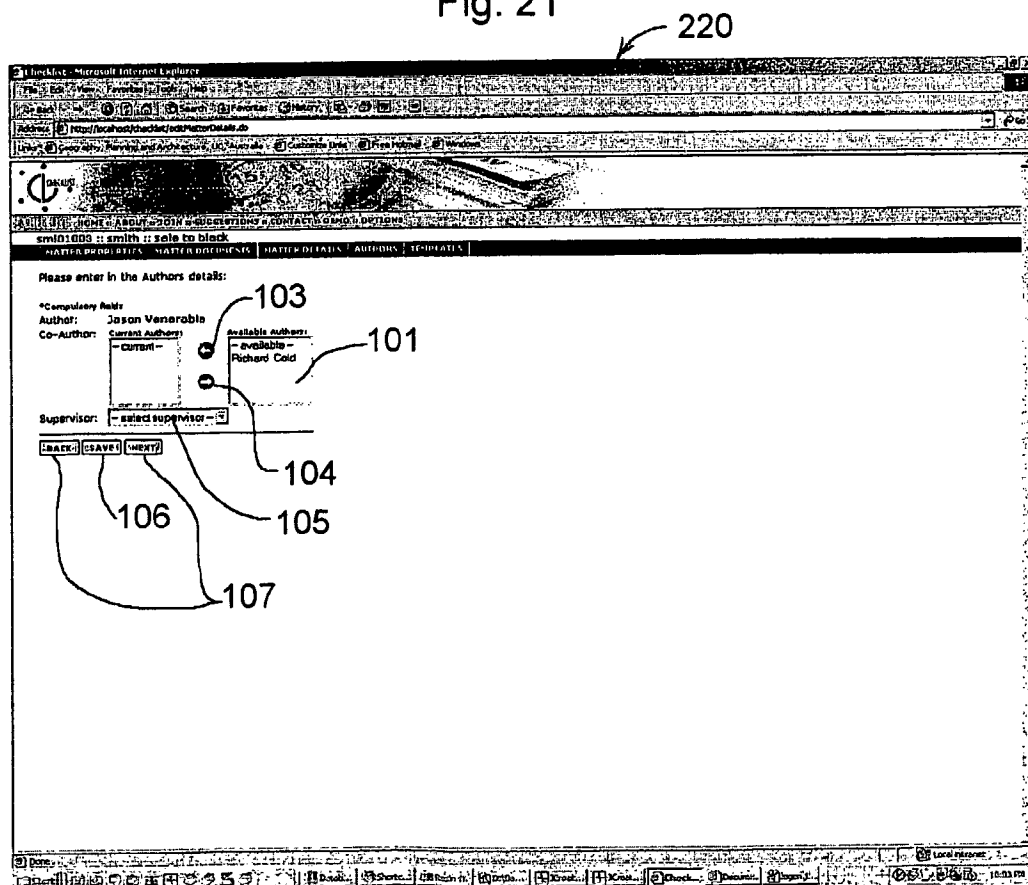


Fig. 22

12/26

230

Microsoft Internet Explorer

Address: http://localhost:8080/ed/matterDetails.do

smi01003 :: smith :: sale to black

NAVIGATION: HOME | ABOUT | JOIN | SUGGESTIONS | CONTACT | SEND OPTIONS

NAVIGATION: MATTER PROPERTIES | MATTER DOCUMENTS | MATTER DETAILS | AUTHORITIES | TEMPLATES

Please enter in the Authors details:

*Compulsory fields:

Author: Jason Venerable

Co-Author: Current Author: Richard Cold

Supervisor: [dropdown menu]

Buttons: BACK, SAVE, LOGOUT

Callout numbers: 101, 102, 103, 104, 105, 106, 107, 123, 94, 231

Fig. 23

240

Microsoft Internet Explorer

Address: http://localhost:8080/ed/matterAuthors.do

smi01003 :: smith :: sale to black

NAVIGATION: HOME | ABOUT | JOIN | SUGGESTIONS | CONTACT | SEND OPTIONS

NAVIGATION: MATTER PROPERTIES | MATTER DOCUMENTS | MATTER DETAILS | AUTHORITIES | TEMPLATES

CHOOSE YOUR CHECKLIST

Topic: [dropdown menu] Topic: [dropdown menu] Topic: [dropdown menu] Topic: [dropdown menu] Template: [dropdown menu]

Buttons: ADD, REMOVE, BACK, SAVE

Chosen Templates for this matter:

Callout numbers: 121, 122, 123, 94, 124, 125, 126

Fig. 24

13/26 ← 250

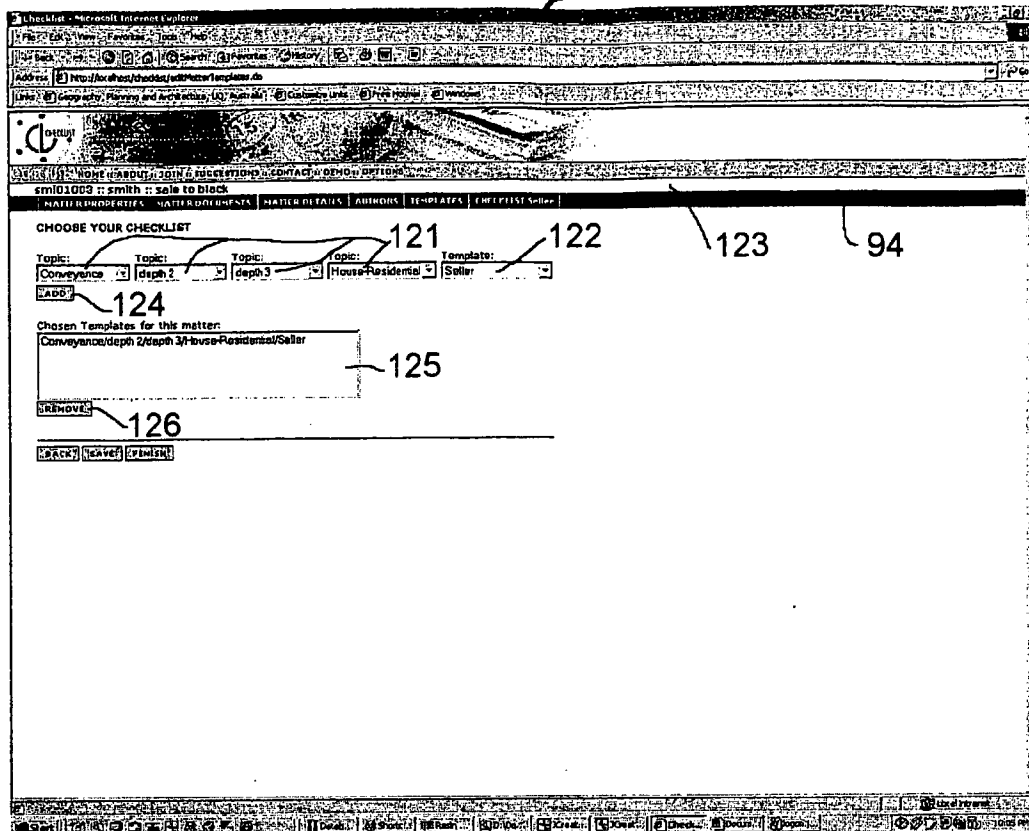


Fig. 25

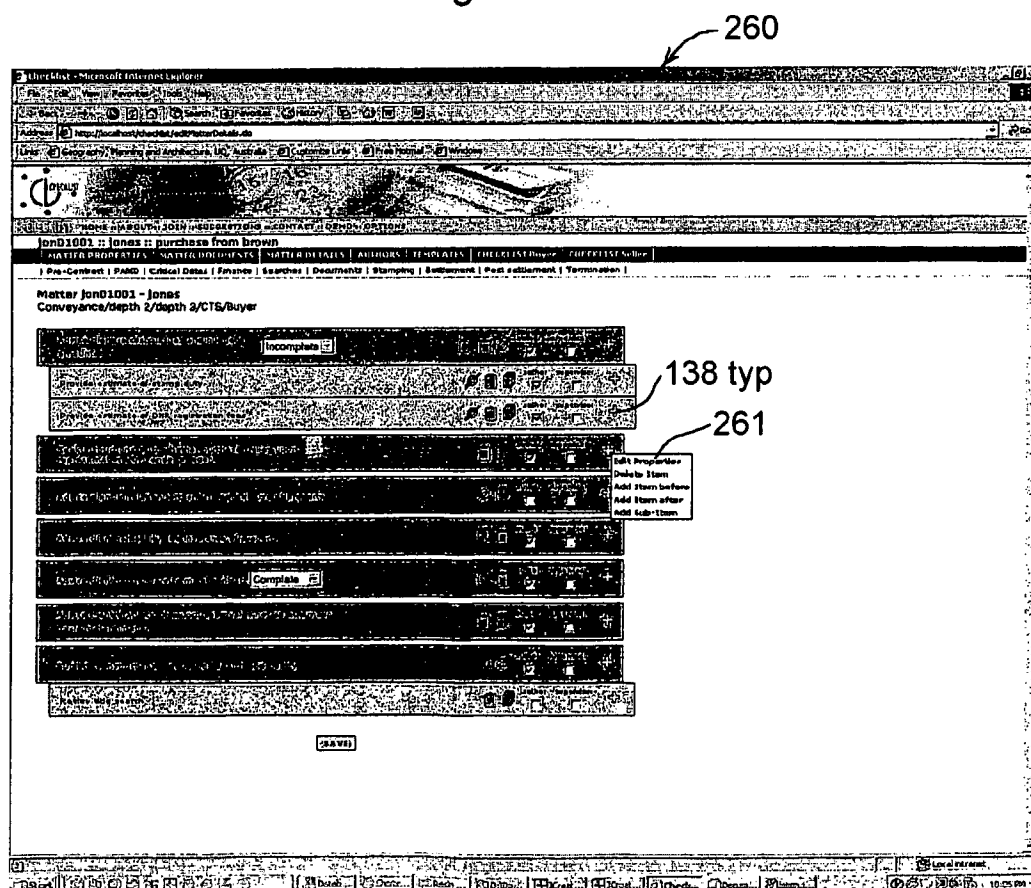


Fig. 26

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Checklist - Microsoft Internet Explorer

Address: http://localhost:8080/.../addNewQuestion.do

Item: 271

Modify Template: ☐ Yes ☒ No 274

Tick the fields associated with the item:

- ☒ Supervisor
- ☒ Author
- ☐ Links
- ☐ Examples
- ☐ Precedents
- ☐ Notes
- ☐ Name 272
- ☐ URL
- ☐ Purchaser
- ☐ Vendor
- ☐ Matter Code
- ☐ Due
- ☐ Matter Completed
- ☐ Matter Opened
- ☐ Comments

Is this item a question: 273

☒ Yes ☐ No

275

276

Fig. 27

280

Checklist - Microsoft Internet Explorer

Address: http://localhost:8080/.../addQuestion.do

Matter: jon01001 - Jones 2: purchase from brown

Matter Details | Summary | Checklist | Checklist - Summary

Pre-Contract | Draft | Critical Dates | Finance | Searches | Documents | Stamping | Settlement | Disbursement | Termination

Matter: jon01001 - Jones
Conveyance/depth 2/depth 2/CTS/buyer

281

Fig. 28

15/26

290

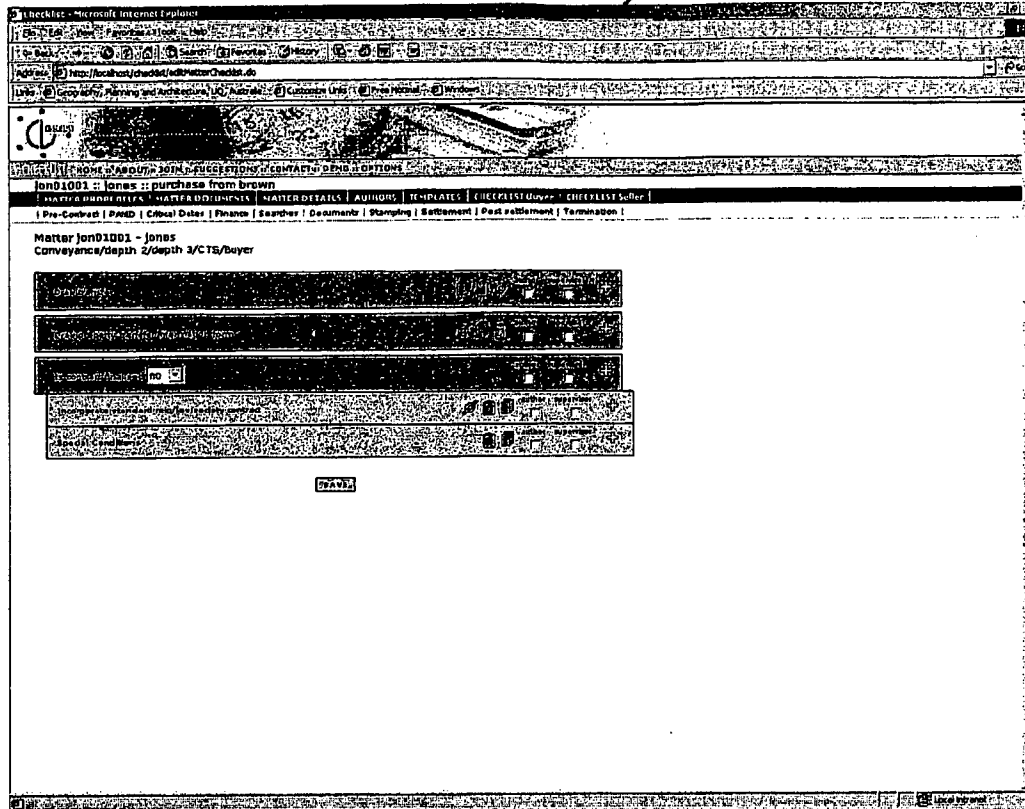


Fig. 29

300

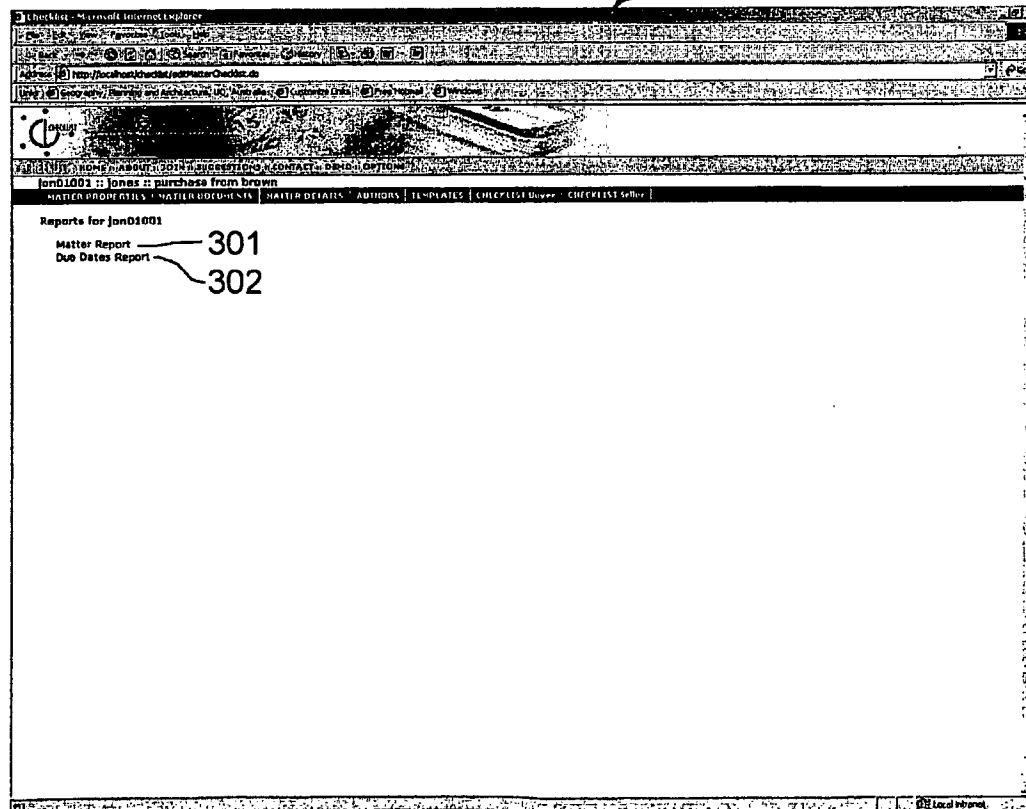


Fig. 30

16/26

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Reports for Jon01001

Matter Report
Due Dates Report

MATTER REPORT - Jon01001

CHECKLIST - Conveyance/depth 2/depth 3/House-Residential/Seller

PHASES - Pre-Contract

ITEM	DATE COMPLETED	AUTHOR	SUPERVISOR
Has a title search been done?			

PHASES - Property Agents and Motor Dealers Act

ITEM	DATE COMPLETED	AUTHOR	SUPERVISOR
What forms are required pursuant to the Property Agents and Motor Dealers Act?			

PHASES - Post-Contract

ITEM	DATE COMPLETED	AUTHOR	SUPERVISOR
Has a copy of the contract been obtained?			

CHECKLIST - Conveyance/depth 2/depth 3/CTB/Buyer

PHASES - Searches

ITEM	DATE	AUTHOR	SUPERVISOR

Fig. 31

320

REPORTS

Matters Report
Due Dates Report

DUE DATES REPORT - Jon01001

CHECKLIST - Conveyance/depth 2/depth 3/House-Residential/Seller

PHASES - Pre-Contract

ITEM	DATE DUE	DATE COMPLETED	AUTHOR	SUPERVISOR
Has a title search been done?	31/10/2002			

CHECKLIST - Conveyance/depth 2/depth 3/CTB/Buyer

PHASES - Critical Dates

ITEM	DATE DUE	DATE COMPLETED	AUTHOR	SUPERVISOR
Enter Contract Date in system				
Enter settlement date				
If applicable, enter building inspection date				
If applicable, enter finance date				
Enter due date for notice to take of other property				

PHASES - Finance

ITEM	DATE DUE	DATE COMPLETED	AUTHOR	SUPERVISOR
Give notice of approval to Vendor				

PHASES - Post settlement

ITEM	DATE	DATE	AUTHOR	SUPERVISOR

Fig. 32

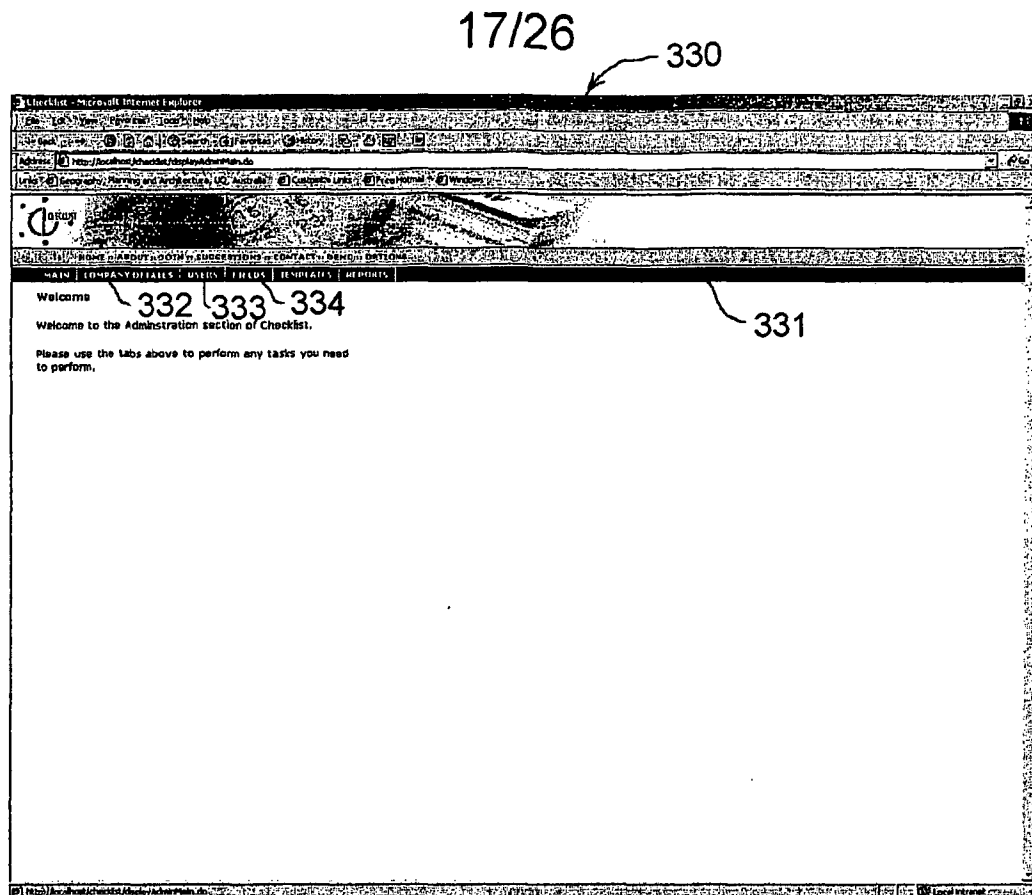


Fig. 33

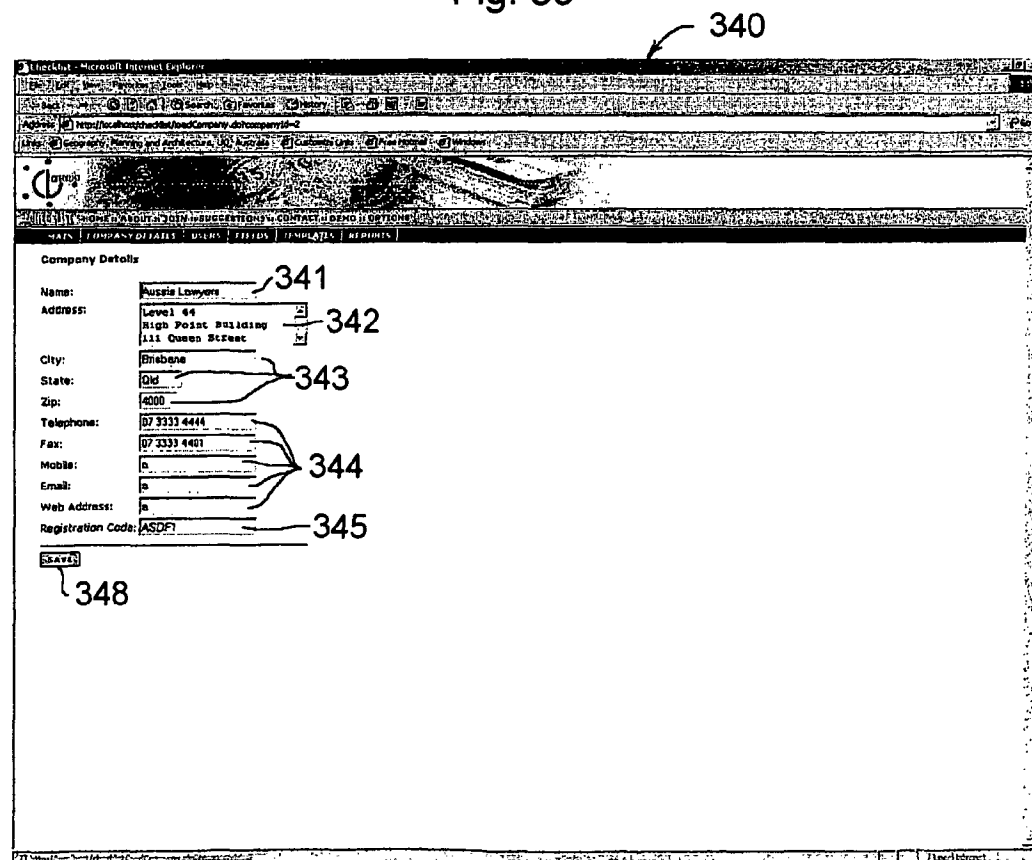


Fig. 34

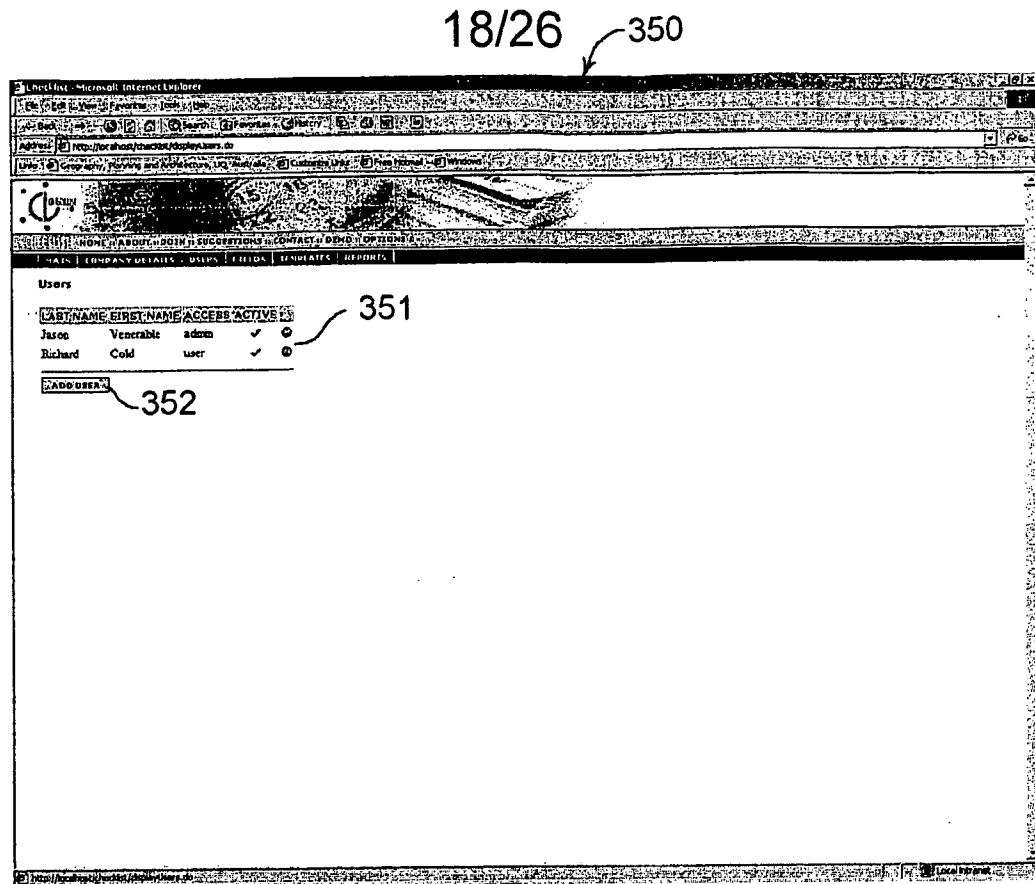


Fig. 35

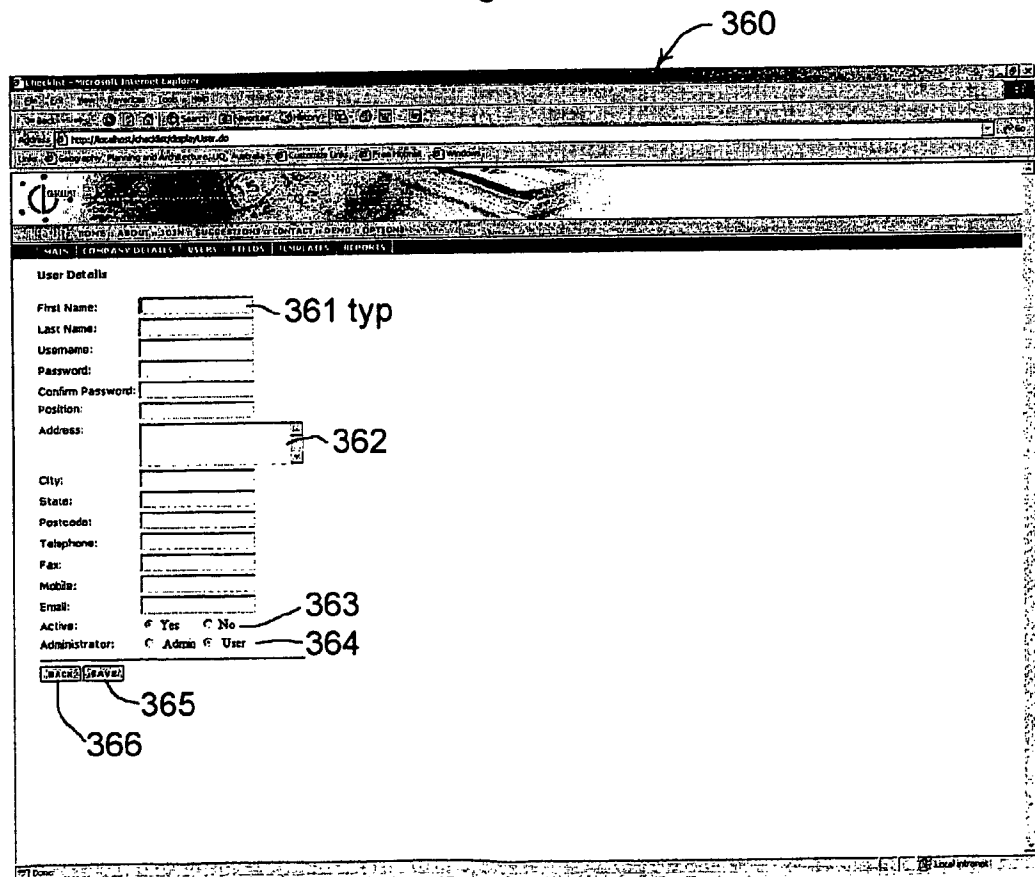


Fig. 36

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Checklist Properties

NAME	TYPE	ACTIVE	MODIFY
Test	Number	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Supervisor	Supervisor	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Author	Author	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Links	Links	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Examples	Template Documents	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Precedents	Merge Documents	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Notes	Template Documents	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Name	String	<input checked="" type="checkbox"/>	<input type="checkbox"/>
URL	String	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Purchaser	String	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vendor	String	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Matter Code	String	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Due	Due	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Matter Completed	Date	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Matter Opened	Date	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Comments	Comments	<input checked="" type="checkbox"/>	<input type="checkbox"/>

ADD PROPERTY

371

Fig. 37

380

Checklist Properties

NAME	TYPE	ACTIVE	MODIFY
Test	Number	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Supervisor	Supervisor	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Author	Author	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Links	Links	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Examples	Template Documents	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Precedents	Merge Documents	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Notes	Template Documents	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Name	String	<input checked="" type="checkbox"/>	<input type="checkbox"/>
URL	String	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Purchaser	String	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vendor	String	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Matter Code	String	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Due	Due	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Matter Completed	Date	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Matter Opened	Date	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Comments	Comments	<input checked="" type="checkbox"/>	<input type="checkbox"/>

ADD PROPERTY

Provide Field Details

Field Name: 381

Field Type: 382

Active: ☐ Yes ☐ No 383

DEFAULT 385

Fig. 38

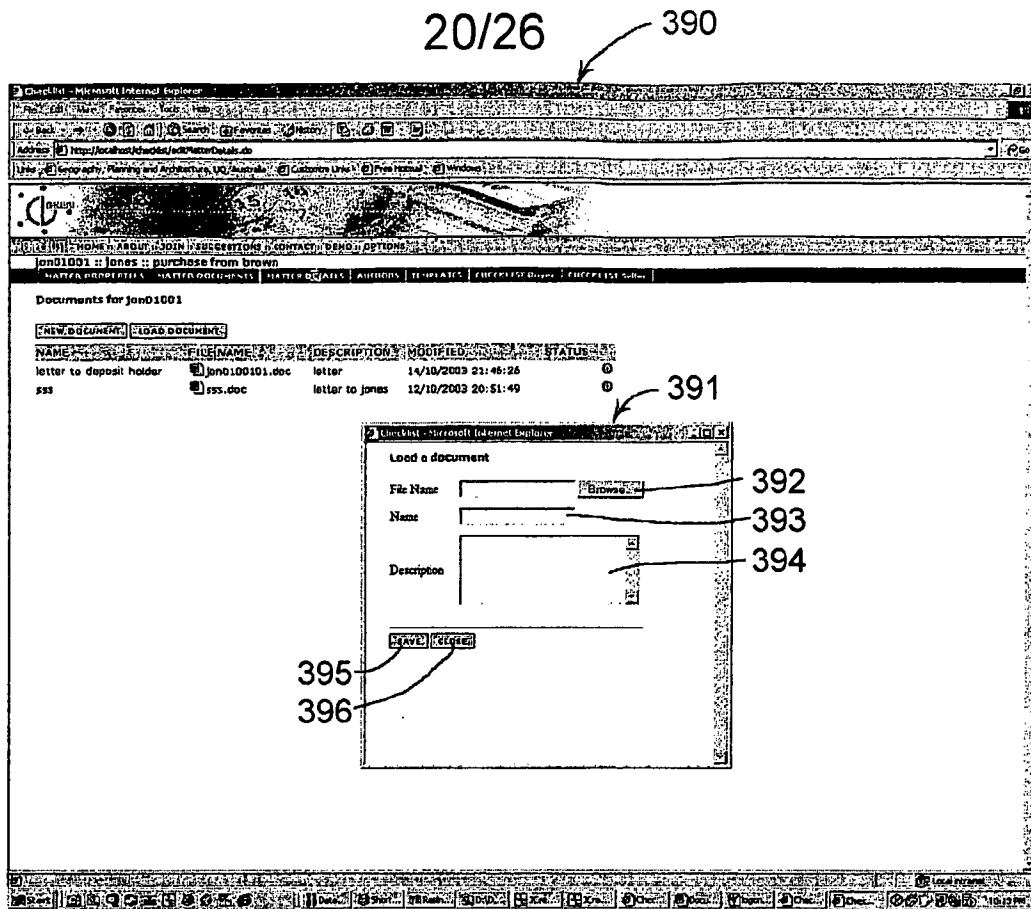


Fig. 39

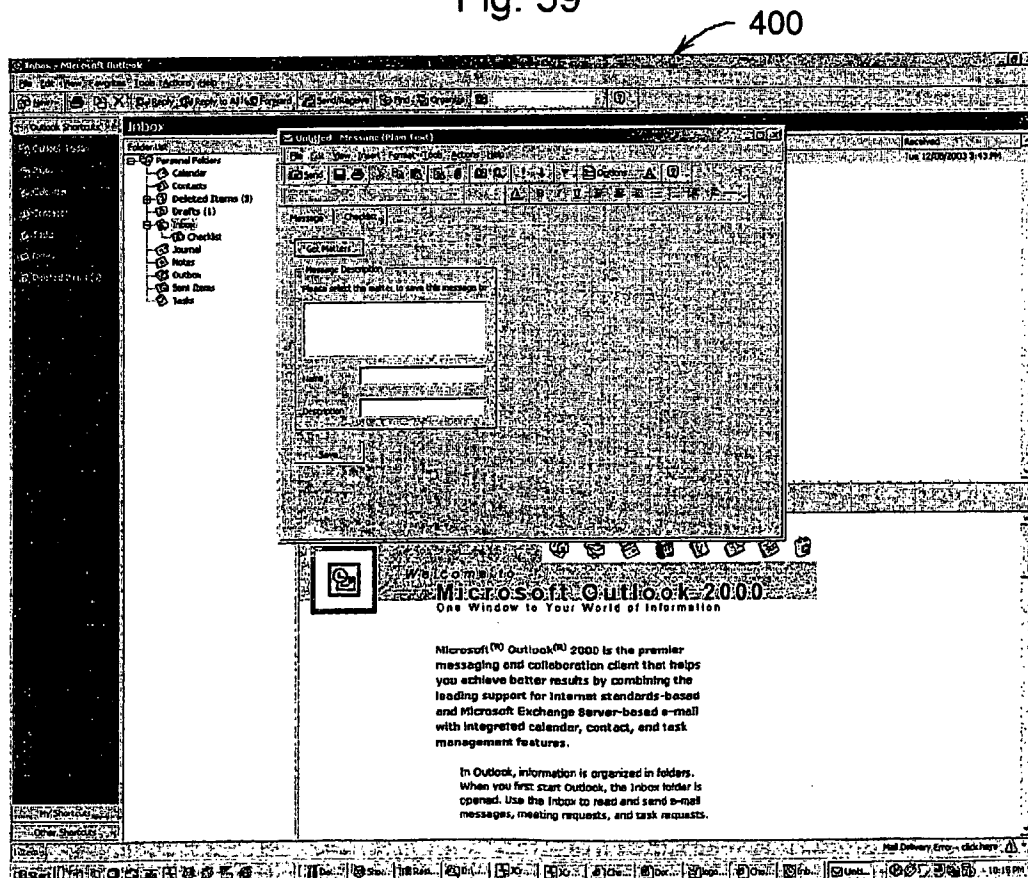
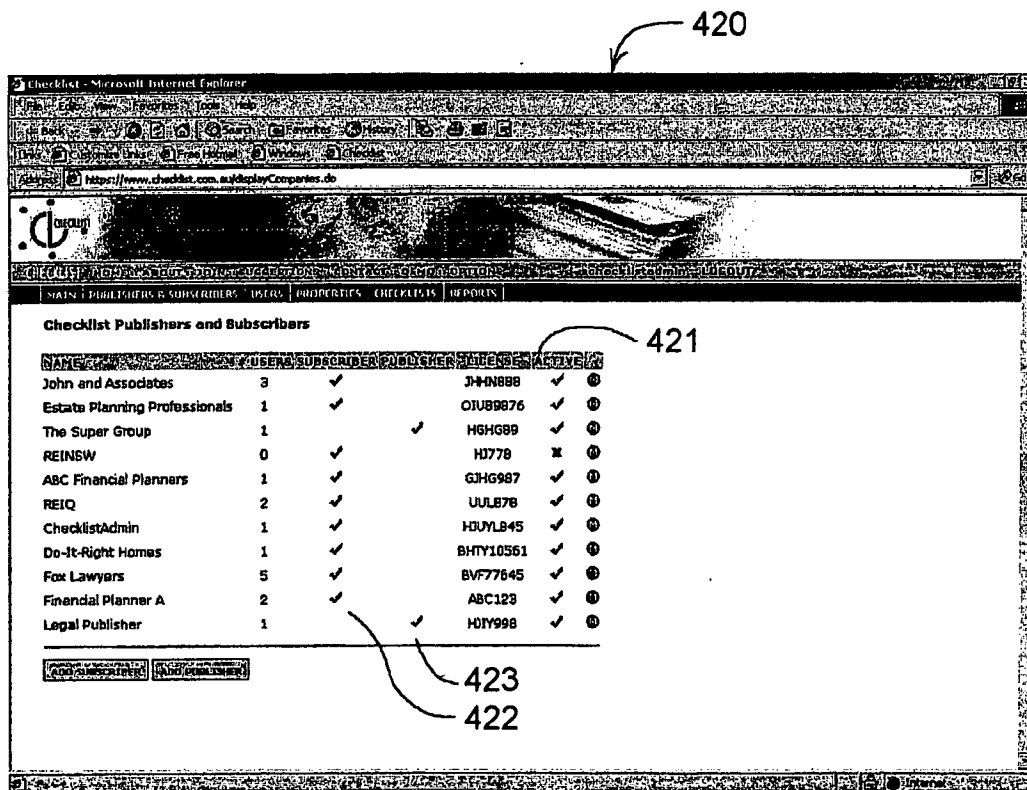
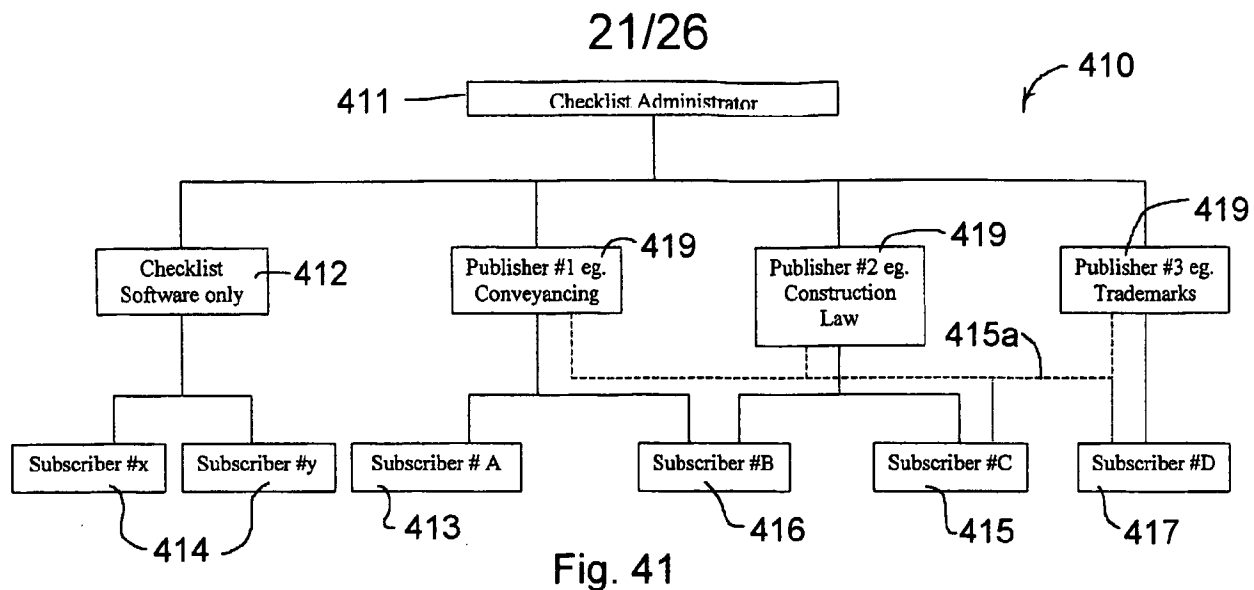


Fig. 40



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430


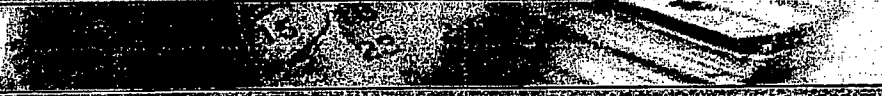
Checklist - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites History Print

Links Customized Links Fresh News Mail Windows Groups

Address <https://www.checklist.com.au/loadCompany.do?companyId=11>

COMPANY HOME COMPANY SUGGESTIONS CONTACT DEMO LOGIN CHECKLISTSadmin:100000

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Mobile: 041 4675456

Email: info@johnandassociates.com

Web Address: johnandassociates.com

Registration Code: JH-HN888

Active: ☒ true ☐ false

Fig. 43

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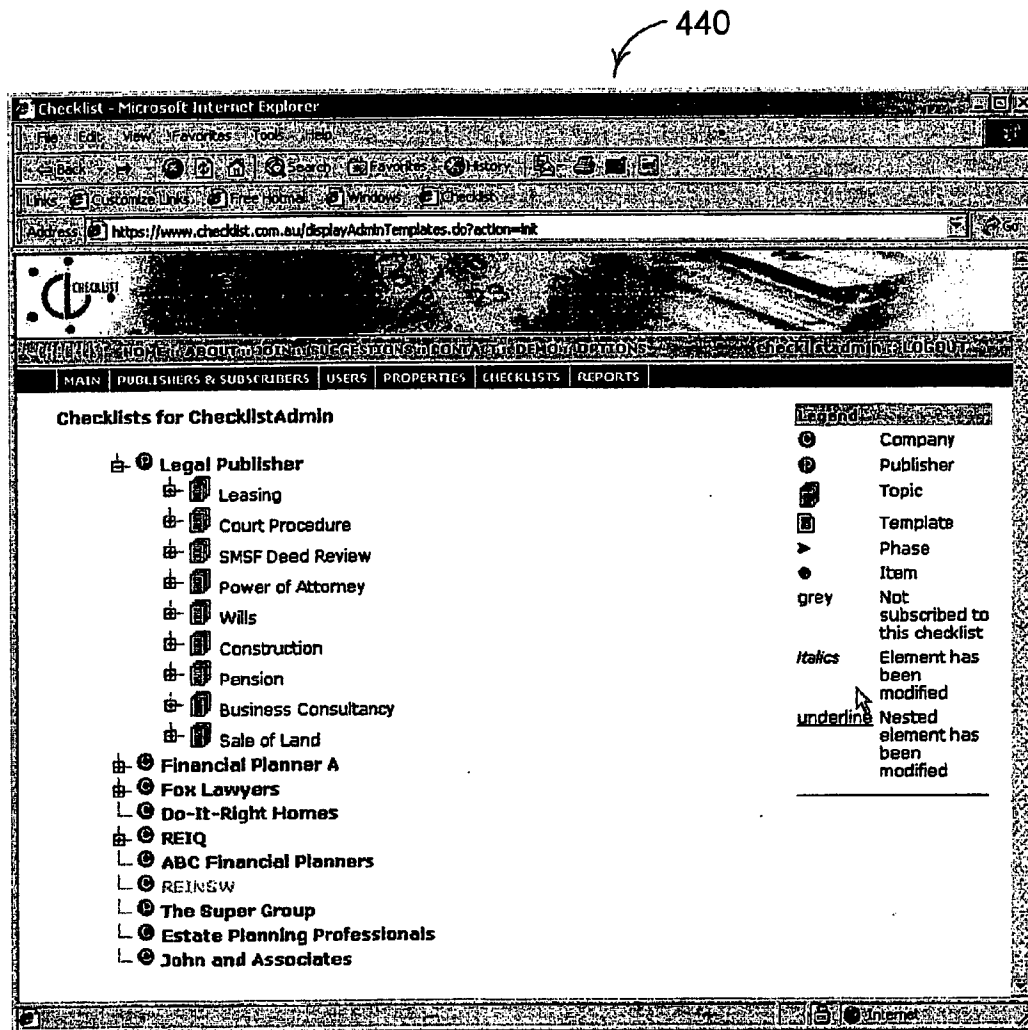
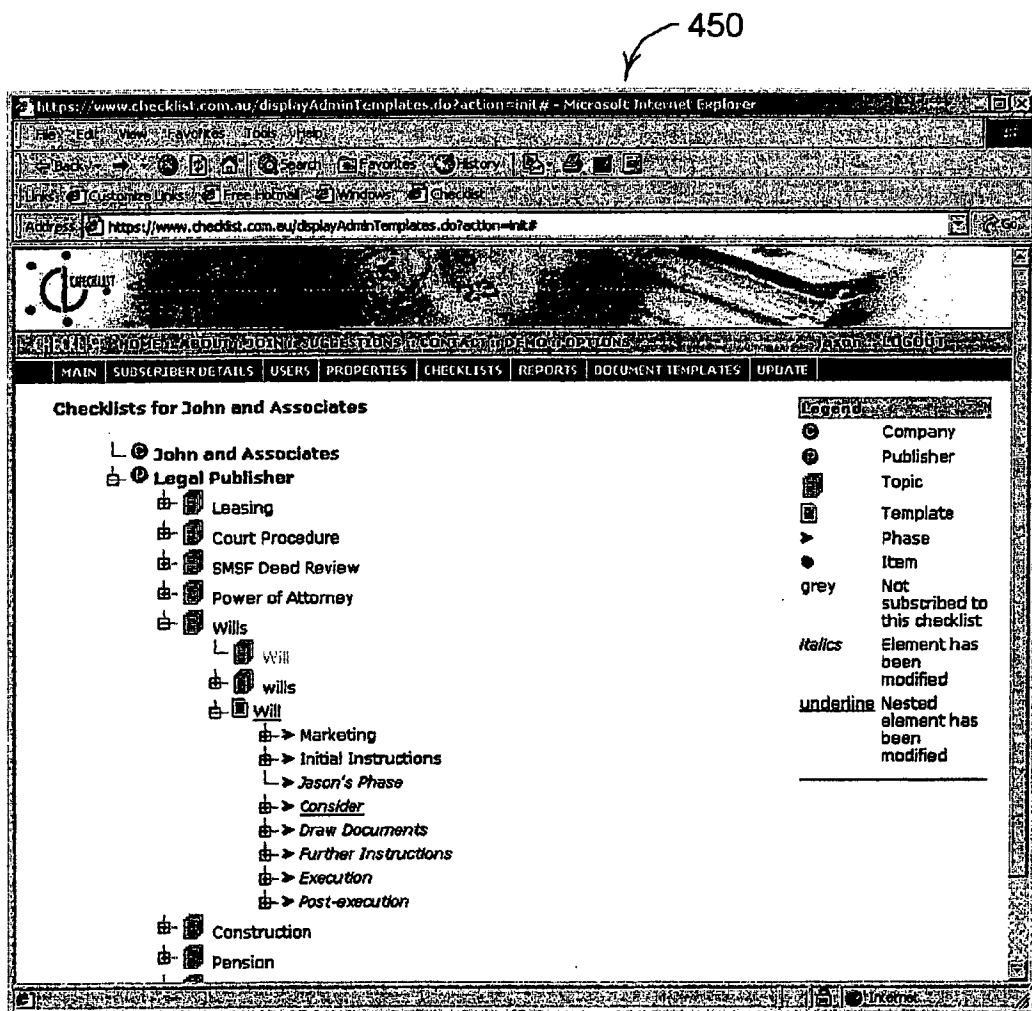


Fig. 44

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- Consider shows that Jason John has changed an item under the consider phase
- Jason's Phase is in italics showing that this phase belongs only to John and Associates.

Fig. 45

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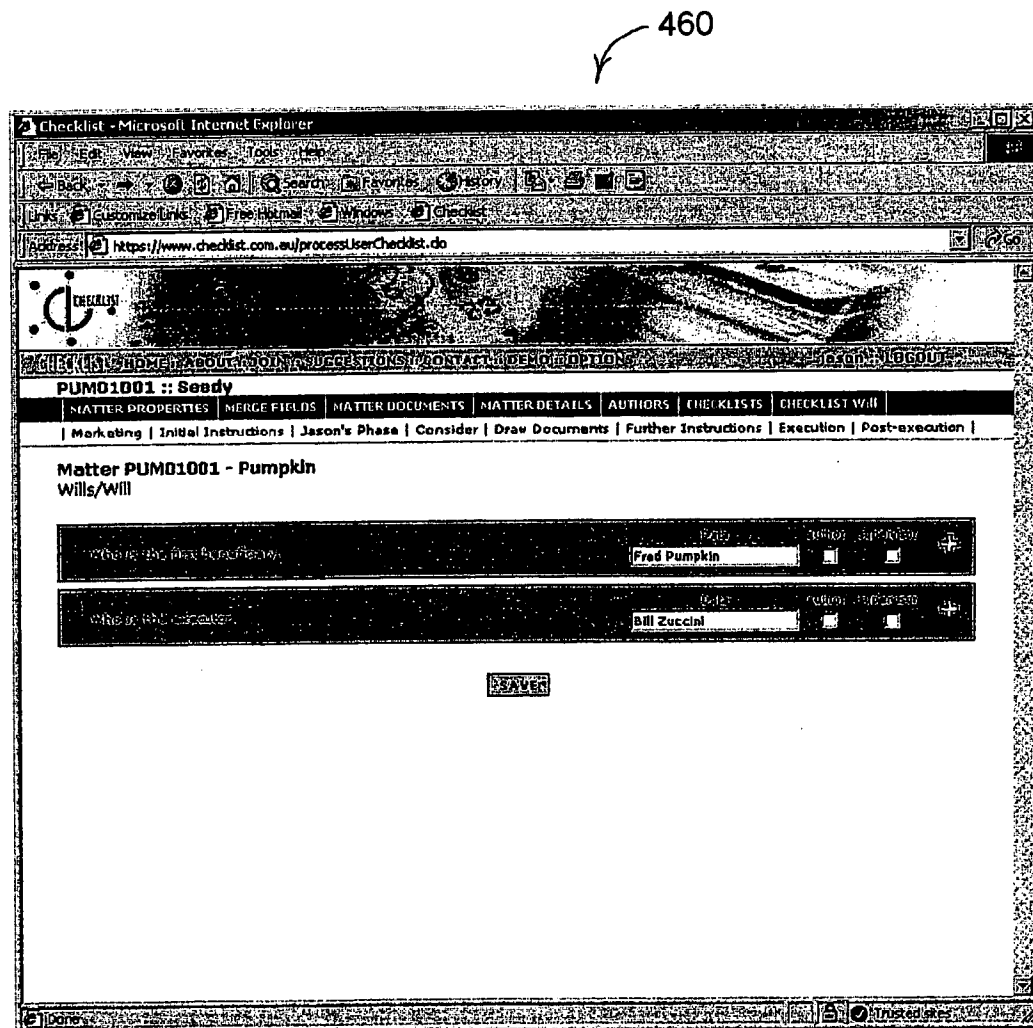


Fig. 46

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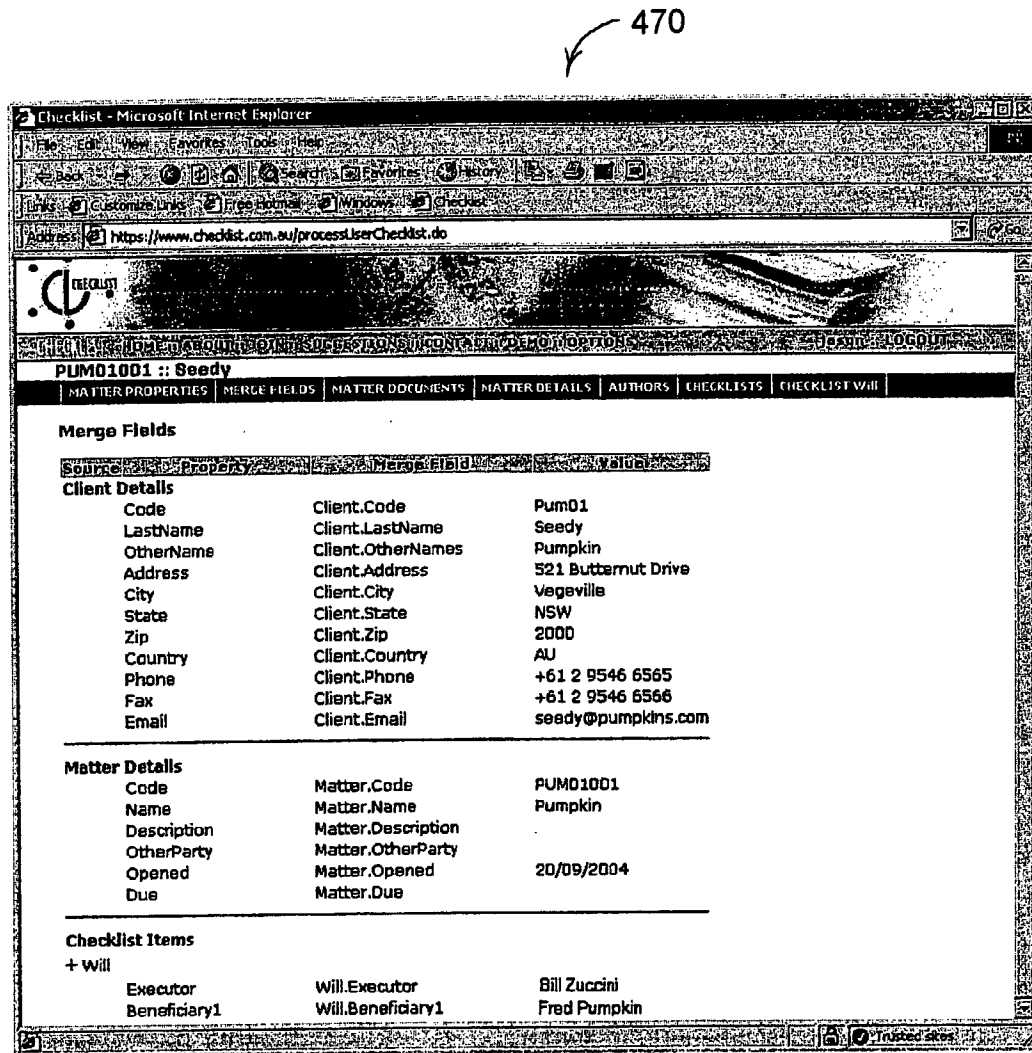


Fig. 47